

MS-1542

Chief, Management Staff

~~CONFIDENTIAL~~

16 December 1977

Chief, O&A Staff (DD/S Area)

Establishment of Two Positions for Financial Management Improvement Program

1. The Deputy Director (Support) has approved the establishment of a Financial Management Improvement Program with two new GS-15 positions within the present ceiling of the Comptroller. The Comptroller has requested the establishment of the new positions as Special Assistants in his immediate office and the deletion of a GS-12 Business Accountant in the Finance Division and a GS-5 Clerk in the Fiscal Division. (See TAB A)
2. The implementation of the decision of the DD/S was discussed with the Deputy Comptroller, together with the advantages of setting up positions as Special Assistants rather than a formal staff like TAS or PAS.
3. No changes affecting the functions of other Agency components are involved or increases in T/O and ceiling.
4. Approval of the proposed changes is recommended, subject to position evaluation action by the Office of Personnel.

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Attachment:

TAB A - Memorandum from the Comptroller

**APPROVED:** This request is authorized within the authority and responsibility of the Management Staff as to numbers of positions and organizational implications, if any, subject to final determination of position evaluation action by the Director of Personnel.

Date:

12 DEC 1977

SIGNED

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Chief, Management Staff

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